

FEDERAL GOVERNING BOARD MEETING

MINUTES

ISLINGTON FUTURES – FEDERATION OF COMMUNITY SCHOOLS Virtual meeting - Tuesday 14 July 2020 at 5.15pm – 6.45pm

Clerk to the Governing Board: Hilary Furey (HF)

PRESENT:

1. Jill McLaughlin (JMc)	Chair of Full Governing Board
2. Jo Dibb (JD)	Executive Head of Federation
3. Caspar Woolley (CW)	Vice- Chair of Full Governing Board
4. Amardeep Panesar (AP)	Copenhagen Headteacher
5. Alan Streeter (AS)	Beacon High School Headteacher
6. Will Garner (WG)(arr.5.40pm)	Co-opted Governor (Chair Vittoria and Copenhagen SCs)
7. David Harrison (DH)	Co-opted Governor (Chair F, R&R Cttee)
8. Pauline Edgar (PE)	Co-opted Governor (Chair Achievement Cttee)
9. Alex Bols (AB)	Co-opted Governor (Chair Beacon High SC)
10. Denise McCarney (DMc)	Vittoria Headteacher
11. Suezanne Awotwi (SA)	Co-opted Governor
12. Aanya Madhani (AM)	Co-opted Governor (Safeguarding Lead)
13. Serena Kern-Libera (SKL)	Co-opted Governor – Careers Lead
14. Mary Berrisford (MB)	Co-opted Governor (Chair EGA SC)
15. Florence Wilkinson (FW)	Co-opted Governor
16. Zaleera Wallace (ZW)	Co-opted Governor
17. Diane Stirling (DS)(left 6.30pm)	Co-opted Staff Governor
18. Sarah Ward-Lilley (SWL)	Associate Member
19. Bisi Williams (BW)	Associate Member
20. Sarah Evans (SE)	Associate Member
21. Tim Archer (TA)(left 6.00pm)	Associate Member
22. Martin Knight (MK)(left 6.00pm)	Associate Member
23. Abdi Garad (AG)	Associate Member
24. Kat Lambrou (KL)	Associate Member
25. Louise Simmons (LS) arr. 5.40pm)	Associate Member

Also Present:

Tina Southall (TS) Observer/Deputy Executive Headteacher

Item		Action
	Welcome	
1.	<p>Apologies and Consent Matthew Akinnayajo, Sarah Ward-Lilley and Angelo Weekes. Will Garner had sent apologies in advance for late arrival. Martin Knight had sent apologies in advance for his need to leave at 6.00pm.</p> <p>Resolved: To consent to the absence of those noted.</p>	
2.	<p>Meetings for the new academic year All meeting dates for the academic year 2020-21 had been agreed at the previous meeting and all present were asked to note that it was proposed that the first Federal Governing Board meeting on 15 September 2020 would be held, situation permitting, in person at Beacon High School. This would be confirmed in advance. The meeting will either be all virtual or all in person.</p>	JMc
3.	<p>Declaration of Interest No declarations of interest were made. All Governors and Associates are reminded that Business Interest Forms are an annual requirement and are requested to complete and return these to the Clerk before the beginning of the new academic year.</p>	All
4.	<p>Composition – Appointments and Resignations of Governors and Associate Members, Attendance and Training As agreed at the previous meeting, any resignations, intentions and nominations for roles should be notified to the Chair and Clerk at the earliest opportunity.</p>	All
5.	<p>Minutes and Matters Arising – 20 May 2020 Governors agreed the minutes and Confidential minutes of 20 May 2020 and a paper copy would be signed by the Chair in due course.</p> <p>Matters Arising There were no Matters Arising.</p>	JMc
6.	<p>Committee Reports – Chairs’ Committee The Chair updated all present on the three recent meetings of the Chairs’ Committee, the Finance, Resources & Risk Committee on 30 June 2020 and the Achievement Committee on 7 July 2020. All notes would be available on GovernorHub.</p>	Clerk
7.	<p>Executive Headteacher’s Report to include; The Executive Headteacher’s report had been circulated in advance of the meeting, and a verbal update was provided to governors regarding the following:</p> <ul style="list-style-type: none"> • Summary of remote learning achievements – JD said that with just a few days’ notification of school closures it had been necessary to establish home learning within a limited timeframe and, acknowledging that this 	

<p>was not perfect, said that schools were listening to feedback and concerns. Going forward, schools could again be closed at short notice and, subject to review, some of the activities used could be taken forward if needed again. In relation to student engagement with home learning JD said that analysis was being carried out to assess why students either did, or did not, engage with home learning. A snapshot of student attendance showed that some Year 10 students had not returned to school and, where this was the case, a phone call home had been made and it was noted that this was often due to a number of parents still being anxious. One to one interviews had been held with all KS3 students at both Beacon High and EGA to assess their needs in advance of a September return, and schools would need to help parents overcome their fears while, at the same time, reminding them of Government and LA expectations.</p> <ul style="list-style-type: none"> ● Chromebooks for All - JD said that, while it had been a vision for the future at both Beacon High and EGA, the roll-out of Chromebooks had moved more quickly due to Coronavirus and the lockdown, thereby facilitating home learning, and this would also benefit students who may be at home through illness, exclusion or for other reasons. JD clarified that the powerpoint slides circulated had been specific to the EGA School Committee meeting, with Beacon High's preference to purchase a cheaper and more robust model. JD highlighted all the benefits to students and the following points were raised via the 'chat' facility: <ul style="list-style-type: none"> ○ Suggestion that information in presentation would be useful for parents and this would be communicated to parents ○ Where parents choose not to purchase or loan chromebooks these would be available for us in classrooms. 65 chromebooks had been donated by the DfE and Islington Council. AS was looking into providing secure lockers for students who did not wish to carry chromebooks to and from school ○ Old Camdenians were providing some funding for Beacon High chromebooks, and further fundraising to be investigated. <p>JMc thanked all for their hard work and impressive resilience and flexibility in mitigating the downsides of the lockdown and seeking potential positives.</p> <ul style="list-style-type: none"> ● Training Days September 2020 - proposal to use additional Inset day - the LA had advised that schools could take an extra INSET day in September. <p>The additional training day was approved for EGA, Vittoria and following further description on how it would be used, for Copenhagen. Beacon High did not request an additional training day. BH was congratulated for all the training undertaken during the term.</p> <p>Planning for September Term:</p> <p>The Board asked questions of the Heads and Executive head, key issues are noted below:</p> <ul style="list-style-type: none"> ● In response to a query regarding Islington Council's plans for the whole of the next academic year, particularly if there were to be a second spike of Coronavirus, JD said that all safety measures would be put in 	<p>JD/FW</p> <p>AS</p> <p>JMc</p>
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place. They would be kept under constant review and everyone needed to be mindful that, as things change, it may be possible to adapt on a weekly basis. Going forward, all schools were planning a Recovery Curriculum but there was a willingness to get back to a normal timetable as soon as possible. However, JD said that everyone had learned a lot during the last four months, one of which was in having a centralised curriculum that can be rolled out quickly.

- A query was raised regarding whether there was sufficient space to follow guidelines when all students were back in school. JD confirmed that there were no expectations that students need to socially distance, and they would be in established bubbles, however staff would maintain a 2-metre distance from students. Referring to the Plan A documents, requested by the LA, secondary schools would have more staff movement and less student movement, whereas less adjustment to curriculum and organisation was required in primary schools. Contingency plans for either students or staff members contracting Coronavirus had been set out in each school's Plan A document, with a specific Covid-related isolation space allocated, and arrangements for suspected cases to get a test and, where necessary the whole bubble to isolate for two weeks. JD said that mobile test units or additional test kits may be sent to schools if there were large numbers of suspected cases.
- Emails were ready to be sent in the case of emergencies and scripted conversations had been, and remain, in place, since schools re-opened on 1 June 2020.
- If a sudden lockdown occurs, all students still have personal devices to facilitate remote learning. However, were there to be local lockdowns some staff may not be able to get into school and this would need to be taken into account. The LA had advised that hard copy primary age learning packs would be ready for collection or distribution before the beginning of the summer break and this was confirmed by AP and DMC.
- With reference to students currently attending school AP said that, due to initial low numbers of Years 1 and 6 pupils, Copenhagen had opened up to other year groups, with more than 30 pupils from Years 3 and 4, mainly from the same family groups although a mixture throughout the school.
- The Recovery Curriculum would focus on student wellbeing and processing what had happened during the last four months, and this would be a recurring theme through pastoral work and the curriculum. A National Tutoring Service would be rolled out both online and in school, and running alongside Maths and English, to support building on of Literacy and Numeracy.
- It was noted that some INSET time would be allocated to allow staff members to talk to each other and to discuss how students are coping, and have coped, as well as to carrying out Risk Assessments relating to staff physical safety, and the needs of the student population.
- 1:1 Trauma-informed practice had been arranged for Copenhagen staff to ensure staff readiness, and Plan As had been shared with staff.
- **Staffing update** – JD said that all schools were fully staffed and that the Organisational Change was underway at Beacon High. Induction for

	<p>new staff interviewed and appointed virtually would need to be undertaken very carefully. Some staff members who were currently shielding were wary of returning to school and Individual Risk Assessments would be carried out for those feeling vulnerable, however all staff are expected to be on site in September.</p> <ul style="list-style-type: none"> • Wellbeing of senior staff - Headteachers' holidays and emergency contact – JD thanked governors for their reminders and concern about ensuring the wellbeing of senior staff. It was noted that there could potentially be an emergency matter over the summer break and SLT and Chairs would have an emergency contact list. <p>September Opening Plans</p> <p>JD told governors and associates that it was important to maintain and build on a sense of community, including addressing the Black Lives Matter issue. New Risk Assessments will be in place and all schools were encouraging a positive and enthusiastic start to the new academic year, but without forgetting lessons learnt. JD thanked governors for being supportive when needed and for testing school leaders' thinking, as well as allowing schools to get on with all aspects of managing their respective schools and the Federation as a whole.</p> <p>JMc told the Governing Board that it was its responsibility to approve the opening of schools in September, depending on the public health situation, and this would need to be confirmed to the LA between 2-5 September 2020. JMc proposed that the decision-making be delegated to the Chairs' Committee, pending each Committee Chair's review of related school Risk Assessments and final sign off by the Executive Headteacher. Each Headteacher provided a verbal outline of the school's Risk Assessments and Plan As, with the following points raised:</p> <ul style="list-style-type: none"> • Copenhagen – Governors questioned the proposed delay to re-opening for reception and nursery, for the use of Edward Square for entrance for COLPAI drop off only and requested a review. The Board delegated approval to the Executive Headteacher and Chair of the Governing Board, and an updated Plan A for Copenhagen, both to be circulated to all members. This was Approved. • Vittoria – DMc to review drop off/pick up times and gates to avoid gridlock for some families. This was Approved. • Beacon High - This was Approved. • EGA - including a later start time was Approved. <p>Governors agreed unanimously that decision-making for schools' reopening in September 2020 be delegated to the Chairs' Committee. The Chair of the Governing Board would write a letter to all families about expectations for returning to school and this would be posted on each school's website in August.</p>	<p>AP</p> <p>DMc</p> <p>Chairs JMc/HTs</p>
<p>8.</p>	<p>Black Lives Matter</p> <p>JD explained that she wanted to push ahead with the Black Lives Matter agenda next term and outlined some of the approaches planned at EGA, including a conference. JMc noted that Black Caribbean and White Disadvantaged students had been identified by Islington Council as</p>	

	<p>requiring particular focus. JMc noted that it was important that the Governing Board addressed diversity and issues of inclusion and engagement across all communities as much as each of the schools. She noted that achieving diversity on panels had been an ambition for quite some time, but was always difficult to achieve. She noted that there was no record of diversity (under any characteristic) of governors, within the Federation, the LA or nationally. It was proposed that a survey be undertaken in the Autumn term and that the results would be published on the website. JMc advised that she wanted to establish a task force of Governors to take this forward, looking at all aspects of Governor work, so that we clearly identified what the barriers were for governors and looked at ways of addressing this, always remembering that our purpose is to improve the education of our students and in this instance particularly the underachieving groups. She noted that this must be a diverse group of Governors and she would seek volunteers. This was agreed to by Governors and SA and AW volunteered to support this work.</p> <p>Finally, JMc thanked JD, AS, AP, DMc and TS, also SB who had been fully involved in all discussions and work throughout the lockdown period. JMc also thanked all governors and associates for their support and work throughout the year and, particularly, during recent months in supporting their respective schools and the Federation as a whole. She particularly commended the Chairs' Committee members who had been meeting fortnightly throughout the period.</p>	JMc
9.	<p>Confidential items There were no confidential items to report.</p>	
10.	<p>Meeting closed at 18.50pm.</p>	

Next Federal Governing Board Meeting: Tuesday 15 September 2020 – 6.30pm – 8.30pm, venue proposed Beacon High School, to be confirmed.

Signed as a true and accurate record of the meeting	
Chair's signature	
Chair's name	

Date	